



**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, U.S. ARMY SUPPORT ACTIVITY AREA III  
UNIT #15716  
APO AP 96271-5716

REPLY TO  
ATTENTION OF

EANC-HG-PA (100)

20 August 2002

**MEMORANDUM FOR SEE DISTRIBUTION**

**SUBJECT:** US Army Support Activity Area III Policy Memorandum #4, Installation Clearance Procedures

1. This policy **supersedes** USASA AIII Policy Memo #4, SAB, dated **30 May 2000**.
2. **REFERENCES:**
  - a. AR 600-8-101, Personnel Processing (In-and-Out and Mobilization Processing), 12 Dec 89.
  - b. AR 600-8-101, Personnel Processing (In-and-Out and Mobilization Processing), Change #2, 1 Mar 97.
3. **PURPOSE:** To provide clarification and guidance for out-processing Area III at both the installation and unit level, and to also standardize required clearance forms for Area III.
4. **SCOPE:** This policy applies to all military personnel out-processing the installation of Area III.
5. **GENERAL:**
  - a. The out-processing program is a HQ, DA directed initiative. This policy memorandum is intended to supplement HQ, DA's guidance on clearance procedures and to ensure soldiers meet local area processing requirements.
  - b. The out-processing program was established to properly transition soldiers and family members, including those absent or unavailable, from one duty station to another, or from active duty to a different status.
  - c. This program ensures that soldiers who are out-processing for PCS meet readiness and deployability criteria.
  - d. The program identifies and collects payment for debts owed by soldiers who are departing the command. If debts are not collected prior to the soldiers leaving service, collection becomes very difficult, if not impossible. Soldiers owing debts will not be cleared for departure until either the debts are paid, or the soldier's unit commander or local finance is notified.

EANC-HG-PA

SUBJECT: US Army Support Activity Area III Policy Memorandum #4, Installation Clearance Procedures

**6. INSTALLATION CLEARANCE PROCEDURES:**

a. Soldiers will be provided an out-processing orientation prior to being issued any clearance forms. These orientations are held at the unit PAC level. Orientations are structured to provide clear and complete guidance, and to answer any questions a soldier may have about any processing procedures.

b. Soldiers will be issued a twelve page clearance packet set consisting of DA Form 137-1-R, Apr 97 (Unit Clearance Record), DA Form 137-2-R, Apr 97 (Installation Clearance Record), Out-Processing Instruction Sheet and a Korea Telecom memorandum by the PAC three to ten working days prior to departure. These documents specify activities, functions or offices at the installation and unit level that must be properly cleared before departing the country. The forms listed above are the only documents authorized for use. Soldiers must be in duty uniform while clearing the installation.

c. It is the individual's responsibility to read, understand and properly complete the installation clearance packet.

**7. POC for this policy is Director, Personnel & Administration at 753-8618/6736.**

Encl  
Installation Clearance Packet

*Michael D. Clay 20 Aug 02*  
MICHAEL D. CLAY  
COL, IN  
Commanding

DISTRIBUTION:  
A & B



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY SUPPORT ACTIVITY AREA III  
UNIT #15716  
APO AP 96271-0716

REPLY TO

EANC-HG-PA (608)

29 July 2002

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Installation Clearance Form Update and Instructions

1. Enclosed is an updated version of the Camp Humphreys and Area III Installation Clearance Forms. The changes that are reflected are the club, CAC, library, and outdoor rental under MWR are now consolidated in building 427. The clearance packet consists of the forms listed below. **No other forms will be accepted at the Final Out Appointment.**

- a. This memorandum.
  - b. Installation Clearance Record, DA Form 137-2-R (Coded with locations of activities to be cleared).
  - c. Installation Clearance Record Continuation Form.
  - d. Unit Clearance Record, DA Form 137-1-R.
  - e. KTA waiver memorandum (only for soldiers stationed at Suwon, Osan and Kunsan Air Base) (signed by Battery Commander).
  - f. List of activity locations and office hours.
2. This packet replaces any other out-processing packets currently being used to out-process Area III.
3. The activities listed on the Installation Clearance Record, DA Form 137-2-R are located at several Area III installations. Each installation activity has been coded with a location on the Installation Clearance Record itself (see paragraph 4 for code). You will clear all installation activities identified as being located at your duty station. You will clear all other installation activities that are not coded as being located at your duty station, at Camp Humphreys. The exception to this is if you own a POV. You will clear Vehicle Registration at the location where you registered your POV.

4. The codes for the Area III installations are as follows:

H - Camp Humphreys  
L - Camp Long/Eagle

EANC-HG-PA

SUBJECT: Installation Clearance Form Update and Instructions

S - Suwon AB  
O - Osan AB  
K - Kunsan AB

5. The unit commander must sign block 19 on the Unit Clearance Record, DA Form 137-1-R, when you have completed out-processing all unit and installation activities with exception to Section C and D of the Installation Clearance Record, DA Form 137-2-R. Section C and D will be completed at your Final Out Appointment.

6. E5 and above must have the NCOER/OER stamp in section B prior to Final Out Appointment.

7. For further information refer to your unit PAC and orderly rooms.

8. If further information is required please contact me at 753-8618.

FOR THE COMMANDER:

Encl

LAVERNE KEY  
Administrative Officer

DISTRIBUTION:  
A&B



<b>Installation Activity</b>	<b>Bldg and Rm #</b>	<b>Phone#</b>	<b>Outprocessing Hours</b>
<b>(1) Club System</b>			
Osan Challenger Club	342	784-6900	M-F, 1000-1630
Osan Officer Club	910	784-2247	M-F, 1000-1630
Kunsan Luring Club	1025	782-4312	M-F, 0900-1630
MWR-Humphreys	252	753-8820	M-F, 0800-1700
<b>(2) Housing/Billeting</b>			
Camp Humphreys	200	753-7355	M-F, 0800-1700
Kunsan Housing	705	782-4088	M-F, 0730-1600
Osan Inn Lodging	771	784-4672	M-F, 0900-1600
<b>(3) Education Office</b>			
Cp Humphreys Ed Cen	300	753-8901	M-F, 0800-1700
Kunsan Ed Cen	1051	782-5148	M-F, 1000-1630
Osan Ed Cen	189	784-4220	M-F, 0800-1600
<b>(4) CIF</b>	616 Cp Humphreys	753-6364	M-W & F, 0830-1200, 1300-1600
<b>(5) Dental Facility</b>			
Camp Humphreys	555	753-6559	M-F, 0830-1200, 1300-1600
Kunsan Dental Clinic	405	782-4943	M-F, 0730-1630
Osan Dental Clinic	777	784-2108	M-F, 0800-1600
<b>(6) Medical Facility</b>			
Camp Humphreys	555	753-8388	M-F, 1500-1600 (SEE NOTE BELOW)
Kunsan	405	782-4162	M-F, 0800-1630
Osan	777	784-2583	M-F, 0800-1600
<b>(7) DEERS/ID Card/ID Tags</b>	544 (516 PSB) Humphreys	753-6759	M-W & F, 0900-1200, 1300-1600
<b>(8) Personnel Office/Promotion</b>	544 (516 PSB) Humphreys	753-8086	M-W & F, 1300-1600
<b>(9) Personnel Info, Humphreys</b>	544 (Final Out)	753-8096	AT FINAL OUT APPOINTMENT
<b>(10) Transportation</b>			
Camp Humphreys	664	753-6634	M-F, 0800-1600
Kunsan	814	782-4114	M-F, 0800-1600
Osan	624	784-6019	M-F, 0800-1600
<b>(11) Exchange</b>			
Camp Humphreys	118	753-8290	M-F, SAT-SUN, 1000-1800
Kunsan	1011	782-4426	M-F, 1000-1700
Osan	920	784-4239	M-F, 1000-1700
<b>(12) Army Emergency Relief (AER)</b>	311 Camp Humphreys	753-8401	M-W & F, 0800-1700
<b>(13) Commissary</b>			
Camp Humphreys	105	753-6711	T-SAT, 1100-1600
Kunsan	1506	782-4144	T-F, 1100-1700
Osan	230	784-4403	T-F, 1100-1630
<b>(14) Army Community Services</b>			
Camp Humphreys	311	753-7361	M-F, 0700-1630
Suwon	2200	788-5553	M, THU, 1000-1600
<b>(15) Provost Marshal</b>	1406	753-6609	M-W & F, 0900-1500
<b>(16) Library</b>			
Camp Humphreys	301	753-8820	TUE-THU, SUN, 1100-2100
Kunsan	1050	782-5469	M-SAT, 1000-1800
Osan	921	784-9193	M-SAT, 1100-1700
<b>(17) Training Aid Ctr</b>			
Camp Humphreys	329	753-8036	M-F, 0800-1200
Kunsan	514	782-5008	M-F, 0800-1600
<b>(18) Morale, Welfare, &amp; Recreation</b>			
Camp Humphreys	252	753-8820	M-F, 0800-1700
MWR, Suwon CAC		788-5890	M, W-F (1130-2200) & SAT-SUN (1000-2200)
<b>(19) Community Bank</b>			
Camp Humphreys	309	753-6205	T-F, 0930-1130, 1500-1700
Kunsan	1006	782-4801	M-F, 1000-1700, 1500-1700
<b>(20) Korean Telecom</b>	544 Humphreys	753-8615	M-F, 0930-1700

<b>You must clear this agency first, prior to going to the Military telephone Service at Osan*</b>			
<b>(21) Military Telephone</b>			
Kunsan	949, Rm #104	784-8000	M, W-F, 0900-1700
Osan	511	782-2666	M-F, 0800-1600
<b>(22) Vehicle Registration</b>			
Camp Humphreys	1406	753-6609	M-W, F (0900-1630), THU (1300-1630)
Kunsan			
Osan			
<b>(23) Self Help Store</b>			
Camp Humphreys	674	753-7410	M-F, 0800-1600
Camp Long			
<b>(24) Credit Union</b>			
Camp Humphreys	324	753-6201	M-F, 0900-1600
Osan	953	784-3089	M-SAT, 1000-1630
<b>(25) Cable</b>			
Camp Humphreys	544		
Suwon	Bn HQ, Rm #111		M, 1100-1300
Osan & Kunsan personnel clear cable hook-up through billeting			
<b>(26) Video Rental</b>			
Camp Humphreys	104	753-7325	M-F, 1200-2200
Kunsan	1011	782-4426	M-F, 1100-1700
Osan	956	784-6832	M-SAT, 1100-1800
Suwon	Suwon Shoppette	788-5505	M-F, 1200-2000
<b>(27) Reserve Comp (ETS only)</b>	242		
<b>(28) Installation PBO</b>	643	753-7338	M-F, 0730-1200, 1300-1630
<b>(29) FMB PBO HAND RECEIPT</b>	793		M-F, 0800-1700

**NOTE FOR CAMP HUMPHREYS MEDICAL CLINIC:** Clearing papers not required for TB test (PPD) or HIV test. TB Test (PPD) needs to be done between 30-60 days prior to DEROS. Requires two clinic visits. Must be read after 48-72 hours of placement. PPDs given on M, T, W, F only. Test must be repeated if fail to return for reading after 48-72 hours. Test is mandatory to PCS from Korea. HIV test within the last 24 months unless OCONUS PCS.

Header

Office Symbol

Date \_\_\_\_\_

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Korean TELECOM Out-processing Waiver

1. I, \_\_\_\_\_ have been stationed at Suwon Air Base, Osan Air Base, or Kunsan Air Base during, my present tour of duty in Korea. Korean TELECOM services are not provided at these Air Bases and I have never used Korea TELECOM for its telephone services. I do not have any outstanding debts with Korean TELECOM.

Soldier's Signature \_\_\_\_\_

Soldier's Name (Printed) \_\_\_\_\_

Soldier's Social Security Number \_\_\_\_\_

2. The soldier, named above, has been stationed Suwon Air Base, Osan Air Base, or Kunsan Air Base during his or her present tour of duty in South Korea. Korean TELECOM services are not provided at these Air Bases, therefore the soldier has never been afforded the opportunity to use the Korean TELECOM. The soldier has no outstanding debts with Korean TELECOM.

UNIT COMMANDER'S NAME  
CPT, BRANCH  
Commanding





**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, U.S. ARMY SUPPORT ACTIVITY AREA III  
UNIT #15716  
APO AP 96271-5716

REPLY TO  
ATTENTION OF

EANC-HG-PA

29 July 2002

**MEMORANDUM FOR PERSONNEL CLEARING AREA III**

**SUBJECT: Korean Telephone Agency (KTA) Processing**

1. Most military, DoD civilians and family members will need a telephone during their tour in Korea. Personal telephone service is provided by the Korean Telephone Agency (KTA), Building 544, Camp Humphreys. This letter is part of your out-process paperwork unless you have the waiver memo signed by you and your company commander.
2. Even if you do not require service from KTA you must have this letter signed by them during out-processing unless you have the waiver memo signed by you and your company commander. If you request personal phone service, KTA will be one of our stops. You will be required to pay a deposit and an installation fee, the amount of which will be determined by KTA. The deposit is refundable but the installation fee is not.
3. It is the member's responsibility to pay the remaining balance of your telephone service prior to departing Korea. This means you must process through KTA during your out-processing.
4. Because of billing procedures, KTA requests you visit their office 60 days prior to your departure from Korea. KTA can then determine when you can finalize closing your account and paying for remaining services due. Before you can terminate KTA service, your bill must be paid. KTA will accept receipt of payment of your final bill and refund your deposit plus sign this out-processing letter.
5. As a reminder, Korean Telephone Agency and Military Telephone Services (Building #343) are not the same. The member must clear both agencies.
6. Failure to comply with these instructions will hinder your out-processing procedures.

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(KTA Clearance Signature and Date)

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(Member's Signature and Date)

## UNIT CLEARANCE RECORD

For use of this form, see AR 608-8-101; the proponent agency is DDOSPER

## DATA REQUIRED BY THE PRIVACY ACT OF 1974

## AUTHORITY:

Section 301, Title 5, USC.

## PRINCIPAL PURPOSE:

To ensure personnel readiness prior to PCS. To complete clearance verification prior to transition from active duty, separation, or retirement.

## ROUTINE USES:

To close out installation personnel and finance records. To ensure debt to government or government sponsored agencies is identified and action taken to obtain remittance prior to soldier's transition from Active duty, separation or retirement. Forms will not be disclosed outside Department of Defense (DoD) and DoD sponsored agencies.

## DISCLOSURE:

Disclosure is voluntary; however, failure to complete these forms may result in only partial payment of final pay.

**INSTRUCTIONS TO SOLDIER:** This out-processing packet is designed to assist you and the installation in completing your final clearance as accurately and expeditiously as possible. It is your responsibility to properly complete this checklist. If you are separating or retiring from the Active Army, failure to complete this checklist correctly and entirely will result in you receiving 55 percent of your final pay pending verification by DFAS of any outstanding debts. Activities marked with an @ require clearance for all personnel separating or retiring from the Active Army. To include AGR personnel. Activities marked with an asterisk (\*) require clearance for personnel departing on PCS. Activities not marked will be cleared per installation instructions. This checklist must be completed prior to your final finance appointment. Separation payments will not be released until installation clearance is completed.

**TO: UNIT COMMANDER, BN S1, PAC SUPERVISOR.** This soldier is scheduled to PCS or transition, separate or retire from the Active Army. In order to ensure proper installation clearance and properly compute the soldier's final leave and pay entitlements, we require your assistance. Complete items below identifying actions within the last 60 days prior to the soldier's separation or retirement date. Items marked with an @ are required for all soldiers transitioning, separating, or retiring from the Active Army. Items marked with an asterisk (\*) are required for soldiers PCSing. This information must be provided, confirmed and hand-carried by the soldier or appointed representative to the Military Pay Station and the Out-Processing Control Station for final processing. Failure to provide this information will cause the withholding of 45 percent of the soldier's final pay at transition, separation or retirement, pending Defense Finance and Accounting System (DFAS) final verification of outstanding transactions.

## SECTION A - PERSONAL DATA (To be completed by commander, S1, out-processing control station, or appointed official)

1. NAME	2. RANK	3. SSN	4. ORDERS NO.
5. GAINING UNIT	6. LOSING UNIT	7. DATE OF ORDERS	9. DEPARTURE DATE
8. REASON FOR CLEARING <input type="checkbox"/> PCS <input type="checkbox"/> ETS <input type="checkbox"/> RETIREMENT <input type="checkbox"/> OTHER (Specify) _____			

## SECTION B - DEBT VERIFICATIONS

10. DUTY STATUS@	10a. TYPE OF ABSENCE	10b. LOG NUMBER OR ORDER NUMBER (WHEN APPLICABLE)	10c. START DATE	10d. RETURN DATE
INDICATE ALL LEAVES, TDY, HOSPITALIZATION, FIELD DUTY, LOST TIME, AWOL, AND CONFINEMENT WITHIN 60 DAYS PRIOR TO ISSUANCE OF CLEARANCE FORMS.				

SECTION B - DEBT VERIFICATIONS (cont.)									
11. ADVERSE ACTIONS@	11a. TYPE OF ACTION	11b. DATE OF SOURCE DOCUMENT	11c. PUNISHMENT	11d. EFFECTIVE DATE	11e. COMPLETION DATE				
All that have occurred within the 60 days prior to issuance of DA FORM 137-R series. INCLUDE: UCMJ, Court Martial, Admin. Reductions, and Administrative Discharges.									
12. PROPERTY ACCOUNTABILITY@	12a. STATEMENT OF CHARGES	<input type="checkbox"/>	12b. DATE OF SOURCE DOCUMENT	12c. AMOUNT	12d. DISPOSITION				
13. SPECIAL PAY@*	12e. REPORT OF SURVEY	<input type="checkbox"/>							
MARK ALL THAT APPLY: <input type="checkbox"/> SOAP <input type="checkbox"/> FLTP <input type="checkbox"/> JUMP <input type="checkbox"/> DEIP <input type="checkbox"/> SEA <input type="checkbox"/> DEMOLITION <input type="checkbox"/> FLIGHT <input type="checkbox"/> OTHER									
SECTION C - UNIT / BATTALION CLEARANCES@*									
14. BN S1/Unit Commander VERIFYING OFFICIAL	14a. TYPE OR PRINT NAME	14b. SIGNATURE			14c. DATE				
EVALUATIONS	MEAL CARD	PROFILE							
DUTY ROSTER	MAIL ROOM								
DA FORM 31	FLAGGED								
15. BN S2/3/Unit Commander VERIFYING OFFICIAL	15a. TYPE OR PRINT NAME	15b. SIGNATURE			15c. DATE				
SECURITY DEBRIEFING	ANTI-TERRORISM BRIEFING	TRAINING ROOM			TRAINING RECORD				
16. BN S4/Unit Commander VERIFYING OFFICIAL	16a. TYPE OR PRINT NAME	16b. SIGNATURE			16c. DATE				
MOTOR POOL	NBC ROOM								
SUPPLY ROOM	ARMS ROOM								
17. OTHER	17a. TYPE OR PRINT NAME	17b. SIGNATURE	17c. DATE						
CAREER COUNSELOR									
18. NAME OF SOLDIER	18a. SIGNATURE				18b. DATE				
19. NAME OF COMMANDER/1 AUTHENTICATING OFFICIAL	19a. SIGNATURE				19b. DATE				

# INSTALLATION CLEARANCE RECORD

For use of this form, see AR 608-5-101; the proponent agency is ODCSPER

## DATA REQUIRED BY THE PRIVACY ACT OF 1974

**AUTHORITY:** Section 301, Title 5, USC.

**PRINCIPAL PURPOSE:** To ensure personnel readiness prior to PCS. To complete clearance verification prior to transition from active duty, separation, or retirement.

**ROUTINE USES:** To close out installation personnel and finance records. To ensure debt to government or government sponsored agencies is identified and action taken to obtain

remittance prior to soldier's transition from Active duty, separation or retirement. Forms will not be disclosed outside Department of Defense (DoD) and DoD sponsored agencies.

**DISCLOSURE:** Disclosure is voluntary; however, failure to complete these forms may result in only partial payment of final pay.

**INSTRUCTIONS TO SOLDIER:** This out-processing packet is designed to assist you and the installation in completing your final clearance as accurately and expeditiously as possible. It is your responsibility to properly complete this checklist. If you are separating or retiring from the Active Army, failure to complete this checklist correctly and entirely will result in you receiving 55 percent of your final pay pending verification by DFAS of any outstanding debts. Activities marked with an @ require clearance for all personnel separating or retiring from the Active Army, to include AGR personnel. Activities marked with an asterisk (\*) require clearance for personnel departing on PCS. Activities not marked will be cleared per installation instructions. This checklist must be completed prior to your final finance appointment. Separation payments will not be released until installation clearance is completed.

### SECTION A. PERSONAL DATA (To be completed by commander, SI, out-processing control station, or appointed official)

1. NAME	2. RANK	3. SSN	4. ORDERS NO.
5. GAINING UNIT	6. LOSING UNIT		7. DATE OF ORDERS
8. REASON FOR CLEARING <input type="checkbox"/> PCS <input type="checkbox"/> ETS <input type="checkbox"/> RETIREMENT <input type="checkbox"/> OTHER (Specify) _____			9. DEPARTURE DATE

### SECTION B. INSTALLATION STANDARD CLEARANCES

10. INSTALLATION ACTIVITY	DEBT			11. TYPED NAME AND TELEPHONE NO.	12. SIGNATURE
	a. YES	b. AMOUNT	c. NO		
(1) Club System@*					
(2) Housing/Billeting@*					
(3) Education Office@*					
(4) Central Issue Facility@*					
(5) Dental Facility@*					
(6) Medical Facility@*					
(7) DEERS/ID Cards/ID Tags@*					
(8) Personnel Office/Promotions@*					
(9) Personnel Information@*					
(10) Transportation@*					

DA FORM 137-2-R, APR 97

REPLACES DA FORMS 137-R (DEC 92), 137-1-R (TEST), OCT 95, 137-2-R (TEST), OCT 95, AND 137-3-R (TEST), OCT 95, WHICH ARE OBSOLETE.

USAPPC V1.00

10. INSTALLATION ACTIVITY (Continued)	DEBT			11. TYPED NAME AND TELEPHONE NO.	12. SIGNATURE
	a. YES	b. AMOUNT	c. NO		
(11) Post Exchange@					
(12) Army Emergency Relief@					
(13) Commissary					
(14) Army Community Services					
(15) Provost Marshal					
(16) Library					
(17) Training Aids Center					
(18) Morale, Welfare, and Recreation					
(19) Commercial Activities					
(20)					
(21)					
(22)					
<b>13. GOVERNMENT TRAVEL CARD@</b>					
13a. Does the soldier have an account?					
Yes <input type="checkbox"/> No <input type="checkbox"/>		Disposition _____			
14. Soldier has completed ACAP Processing@		14a. TYPED NAME AND TELEPHONE NO.			
Yes <input type="checkbox"/> No <input type="checkbox"/>		14b. SIGNATURE AND DATE			
if no, remarks: _____					
<b>SECTION C - MILITARY PAY PROCESSING</b>					
15. Travel Pay Processing@*		15a. TYPED NAME AND TELEPHONE NO.		15b. SIGNATURE AND DATE	
16. Separation Pay Processing@		16a. TYPED NAME AND TELEPHONE NO.		16b. SIGNATURE AND DATE	
17. Debt Processing@		17a. TYPED NAME AND TELEPHONE NO.		17b. SIGNATURE AND DATE	
<b>SECTION D - OUT-PROCESSING CONTROL STATION</b>					
18. Soldier has completed Out-Processing		18a. TYPED NAME AND TELEPHONE NO.		18b. SIGNATURE AND DATE	
Yes <input type="checkbox"/> No <input type="checkbox"/>					
Remarks: SEE AREA III FORM 137-2-R (PG 3) XXXXXXXXXXXXXXXXXXXXXXXX					

NAME: \_\_\_\_\_

RANK: \_\_\_\_\_

SSN: \_\_\_\_\_

UNIT: \_\_\_\_\_

**SECTION B - INSTALLATION STANDARD CLEARANCES (continuation sheet)**

10. INSTALLATION ACTIVITY (Continued)	DEBT			11. NAME AND TELEPHONE #	12. SIGNATURE
	a. YES	b. AMOUNT	c. NO		
(23) SELF HELP STORE @* (H,O,K)					
(24) CREDIT UNION @* (H,O,K,L)					
(25) CABLE TV @* (H,S,O,K,K)					
(26) VIDEO STORE @* (H,O,K,L)					
(27) RESERVE COMP (ETS ONLY) (H)					
(28) INSTALLATION PBO @* (H)					
(29) FMD PBO HAND RECEIPT (H)					
(30)					
(31)					
(32)					
(33)					
(34)					
(35)					
(36)					
(37)					
(38)					
(39)					
(40)					
(41)					
(42)					

**SECTION D - OUT-PROCESSING CONTROL STATION (continuation sheet)**

18. Soldier has completed Out-Processing Remarks:	Yes	No	18a. NAME AND TELEPHONE #	18b. SIGNATURE & DATE